

## Knoxville Catholic High School At-Home Learning Agreement

**Please submit signed agreement to [Shannon.lutterman@knoxvillecatholic.com](mailto:Shannon.lutterman@knoxvillecatholic.com)**

Families were asked to make a decision about their chosen learning plan and inform Mrs. Shannon Lutterman ([Shannon.lutterman@knoxvillecatholic.com](mailto:Shannon.lutterman@knoxvillecatholic.com)) by July 24, 2020. If a student realizes he has made a choice that is terribly wrong for him, KCHS will certainly work with him to get him resituated into the best situation. It would become much more difficult to accommodate students who want to frequently switch back and forth between the models. Studies have shown that highly organized, self-disciplined, and self-motivated students may be able to academically thrive in an At-Home Learning model.

Please note that the student may need to incur the cost of a personal tutor if he falls significantly behind. To lessen the chance of having to get a tutor, it will be important for students, parents, and teachers to quickly notice trends.

Also, please note that KCHS will not be able to accommodate students who want to have A Block, for example, all at home, but come for other blocks. A student is either in or out for his entire schedule.

### **Student:**

- Establish daily routines for learning.
- Identify a space in home where you can learn and study comfortably.
- Check email daily for announcements and feedback from your teachers.
- Respond within 24 hours to teacher correspondence.
- Check Moodle or Teams daily for class assignments.
- Complete assignments with integrity and academic honesty.
- Meet due dates without exception.
- Communicate with your school counselor, teacher, and parents/caregiver if you lack the resources to engage in distance learning and/or if you are feeling overwhelmed.
- Be a good digital citizen.

### **Parent/Caregiver:**

- Establish routines and expectations.
- Identify a space in home where student(s) can learn comfortably.
- Monitor communication from teachers.
- Begin and end each day with a check-in; be mindful of stress or worry.
- Encourage physical activity and exercise.
- Support digital citizenship skills.

### **Teacher:**

- Post weekly and long-range assignments to Moodle and update as needed.
- Post essential information to Moodle/Teams and update as needed.
- Post essential information to Moodle including office hours, late-work policies, and instructions on how students can best communicate with teachers, especially when struggling with distance learning.
- Regularly update grades in RenWeb.
- Effectively communicate with student and parent/caregiver through email
- Reach out immediately to student, parent, and counselors if alarming trends develop.

***By choosing the KCHS At Home Learning Only option, I agree to these Roles and Responsibilities.***

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Caregiver: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_